

4005 - WATER SUPERVISOR

NATURE OF WORK

This is skilled and supervisory work in the construction, maintenance, and repair of water distribution systems and related facilities in the City's Public Works Department.

Emphasis of the work is the repair, replacement and maintenance of water meters, fire hydrants and water lines.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

Assigns, instructs, and leads in construction, maintenance, and repair of water mains, water service installations, water pumping stations, and related facilities.

Operates machinery and automotive equipment in water system construction.

Instructs, trains, and supervises personnel in all aspects of water system operations and construction.

Enforces safety standards and/or safe operating procedures.

Lays out water system construction work from blueprints or rough sketches.

Arranges and supervises the movement of tools, equipment, and crews to and from work sites.

Keeps records of time worked by assigned employees.

Keep work records of time worked, records of employees and equipment, other work records, and makes progress reports.

Assists in the evaluation of performance of employees, equipment, and operations.

Establishes and maintains effective working relations with other employees and the public.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Considerable knowledge and skill in the use of tools, equipment and machinery necessary in the construction of water distribution systems.

Considerable knowledge of water systems and the materials used in water systems construction.

Considerable knowledge of the hazards and dangers in water systems operations and construction.

Ability to establish and enforce established safety standards and/or safe operating procedures.

Ability to plan and lay out water construction work.

Ability to instruct, train, and supervise personnel in all aspects of water operations and construction. Ability to read and work from plans and sketches.

Ability to understand and carry out oral and written instructions and to prepare and maintain comprehensive reports.

Ability to assist in the evaluation of performance of employees, equipment, and operations.

Ability to establish and maintain effective working relations with other employees and the public.

MINIMUM REQUIREMENTS

Employed by the City for the past one (1) year (part-time will be prorated). Eighteen (18) months experience in the construction and maintenance of water or sewer piping systems. Driver's license and obtain Class "B" Commercial Driver's License valid for air brakes within 90 days of appointment.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to, word processor, calculator, copier, and fax machine. Continuous walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, sitting, standing, pushing, and pulling. Ability to lift heavy objects.

SUPERVISION RECEIVED

General and specific assignments are received and work is performed with latitude for the use of independent judgment in the selection of work methods and procedures, and is subject to review for achieving departmental standards.

SUPERVISION EXERCISED

Directs the work of skilled and unskilled personnel in water system construction, maintenance, and repair.

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